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managed by Brookhaven Science Associates
for the U.S. Department of Energy

Memo

Date: October 31, 2003

To: S. Aronson, Physics Department Chairman

From: E. Lessard, ^{ESL}Chair, BNL Environment, Safety and Health Committee

Subject: LESHHC 02-01, ATF USI No. 3, Approval of the Physics Department Extension Request

Based on the justification in the October 31, 2003 memorandum, M. Zarcone to S. Aronson and P. Johnson, I grant the request to extend the requirement to update ATF safety documents to February 1, 2004.

Copy to:

P. Johnson
J. Tarpinian
R. Travis
M. Zarcone



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Memo

Date: October 31, 2003
To: S. Aronson and P. Johnson
From: M. J. Zarcone
Subject: Status of USI #3, Updating Safety Documents for the ATF reflecting the Organizational Change to the Physics Department

The Physics Department's Safety and Training Office has been working with ATF personnel in order to update the documents according to the schedule extension requested by the Physics Department and approved by the Laboratory ES&H Committee (LESHC) to send the updated SAD to the LESHC by November 1, 2003.

We are currently working on the SAD but have not been able to complete it due to a number of unforeseen circumstances in the Physics Department and the Laboratory as detailed below.

I am the principal writer of the SAD and also serve as the Chair of the BNL Laser Safety Committee. In response to the laser accident that occurred in the Chemistry Department on September 9, 2003, I became involved with the BNL Directorate to draft policies for the laboratory-wide laser stop work order and the re-start. In addition, I was requested by the Chemistry Department Chair to lead the Accident Investigation Committee for that accident. I have also been involved with the DOE investigation into the laser safety program at BNL, which has just concluded.

As the manager of the Physics Safety and Training Office, I take the lead on all incidents in the Department and had recently been requested to make a presentation to the BNL PAAA Committee regarding two incidents that occurred in the Department this year.

These commitments, the OSHA and NRC Audits, all in addition to my regular duties have not left me the time required to complete the update of the ATF SAD. As this situation will continue through most of the month of November, I would like you to request an extension from the LESHC for three months to complete the update.

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BROOKHAVEN
NATIONAL LABORATORY

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Date: June 24, 2003

To: S. Aronson

From: E. Lessard, *Chair, BNL Environment, Safety and Health Committee*

Subject: LESHC 02-01, ATF USI No. 3, Approval of the Physics Department Extension Request

Reference: 1. BNL Memo, M. Zarcone to S. Aronson, "Status of USI #3, Updating Safety Documents for the ATF Reflecting the Organizational Change to the Physics Department," June 5, 2003.

At a December 3, 2002 meeting, the Laboratory Environment, Safety and Health Committee (LESHC) reviewed and recommended for approval two Unreviewed Safety Issues (USIs, No. 2 and 3) for the Accelerator Test Facility. USI No. 3, "Updating Safety Documents for the ATF Reflecting the Organizational Change to the Physics Department" provided a list of documents to be updated and an associated schedule. The Safety Assessment Document (SAD) was to be updated by the end of the second quarter of calendar year 2003, and the ATF Standard Operating Procedures (SOP) revisions were scheduled for completion by the end of the third quarter of calendar year 2003.

Since the SAD references many of the SOPs that are going to be updated, we understand that the Physics Department would prefer to present an updated SAD to the LESHC that references updated procedures. For this reason, Physics Department has requested a 3-month extension for completing the SAD update (Reference 1).

The LESHC approves this extension request with the understanding that the updated SAD be transmitted for Committee review by November 1, 2003.

Copy to (via email):

LESHC Committee Members
M. Beckman
S. Hoey
L. Hinchliffe (BAO)
T. Kirk
K. Kusche
L. Marascia

S. Musolino
D. Rorer
T. Sheridan
J. Tarpinian
M. Zarcone